



**United States Department of Commerce**  
**National Oceanic and Atmospheric Administration**  
NATIONAL MARINE FISHERIES SERVICE  
NORTHEAST REGION  
One Blackburn Drive  
Gloucester, MA 01930

March 17, 2000

F/V «NUM» «VES»  
«OWN»  
«STRT1»  
«STRT2»  
«CITY» «ST» «ZIP»

DEAR «OWN»:

As part of an effort to improve the overall quality of report submissions and streamline our data processing systems for Fishing Vessel Trip Report (FVTR) data, we will be strengthening existing programs and implementing new procedures that will provide the data users with a more comprehensive, higher quality database. For example, the recently implemented pilot program for vessel/dealer data validation, which involves a random selection of industry participants, will be expanded. We will also be placing an increased emphasis on communicating with industry to resolve both specific and overall fishery data quality reporting problems.

To accomplish our goal effectively, we will be increasing our contact with the industry via verbal and written communications. In the past, if we needed to contact you concerning your FVTR submissions, we first attempted to do so by telephone. If that was unsuccessful, we generally mailed the FVTR's for which we had questions back to you via certified US mail. This is a time consuming and expensive process for both parties, the sender and you the recipient. In order to address this issue, we will be using regular US mail in the future. These packages may include your original FVTR's which may not have been processed by us. Any unprocessed FVTR returned to you in order to correct reporting deficiencies does not meet the regulatory reporting requirements. You should correct the FVTR and return it as soon as possible. Failure to do so could subject you to liability for a delinquent report and effect your ability to secure a permit in the future.

Please take this opportunity to verify your current address in our database as it appears on this letter. This is our official current mailing address for your vessel permit and will be used if necessary to contact you for further information or clarification of submitted information. Any change in permit information must be submitted in writing to the Regional Administrator within 15 days of the change according to 50 CFR 648.4(2)(f). **This includes but is not limited to your mailing address and telephone number.** If you have any questions regarding this issue please contact the Permit Office at (978) 281-9370.

If you have any questions regarding FVTR reporting please call NMFS, Northeast Regional Office, Fishery Data Center (978) 281-9112, or contact us at our email address: [reporting.ne@noaa.gov](mailto:reporting.ne@noaa.gov).

Sincerely,

Gregory R. Power, Chief  
Fisheries Information Section